

PERSONNEL BOARD MEETING MINUTES

Monday, March 1, 2021 – 6:00 p.m.

Call to Order/Roll Call of Members:

Stephen Dielmann, Chairperson; **John Ulloa**, Vice-chairperson; **Christiane Diaz**, Member; **Clayton Warren Angus Jr.**, Member; **Enrique Vargas**, Member.

PRESENT Stephen Dielmann, Chairperson; John Ulloa, Vice-chairperson; Christiane Diaz, Member; Clayton Warren Angus Jr., Member; Enrique Vargas, Member; Gelien Perez, Human Resources Director; Elsa I. Jaramillo-Velez, Assistant City Attorney.

ABSENT Dayli Mesa, Personnel Board Secretary.

Quorum is present.

MEETING MINUTES

1. Request to approve the minutes of the February 2021 Personnel Board meeting.

APPROVED 5-0. Motion by Mr. Ulloa. Second by Mr. Angus. Motion carried unanimously.

2. Request to approve leave with pay, because of death in the immediate family, for the listed employees, in accordance with Rule 13, Section 5 (f) of the Civil Service Rules and Regulations received February 2021.

1. Melissa Ruiz	Building Division
2. Lizandra M. Macias	Parks and Recreation Department
3. Jimmy L. Caraballo	Police Department
4. Mirelys Gonzalez Rodriguez	Police Department
5. Dexter C. Tillmon	Police Department
6. Enrique Vazquez	Police Department

APPROVED 5-0. Motion by Mr. Ulloa. Second by Ms. Diaz. Motion carried unanimously.

3. Report of **Leave without Pay** for February 2021.

SO NOTED.

4. Report of **Civil Service Appointments** for February 2021.

1. Silet Diaz (<i>Business Tax Inspector II – 10/05/2020</i>)	Business Tax Division
2. Dafne Mesa (<i>Business Tax Inspector I – 11/02/2020</i>)	Business Tax Division
3. Manuel A. Abreu (<i>Firefighter – 02/01/2021</i>)	Fire Department
4. Adrian Alberro (<i>Firefighter – 02/01/2021</i>)	Fire Department
5. Christopher Alpizar (<i>Firefighter – 02/01/2021</i>)	Fire Department
6. Andrea Cabanas (<i>Firefighter – 02/01/2021</i>)	Fire Department
7. Julian G. Carbajal (<i>Firefighter – 02/01/2021</i>)	Fire Department
8. Erick A. Conesa (<i>Firefighter – 02/01/2021</i>)	Fire Department
9. Daniel M. Diaz (<i>Firefighter – 02/01/2021</i>)	Fire Department
10. Yadiel A. Dominguez (<i>Firefighter – 02/01/2021</i>)	Fire Department
11. Frantz Jean-Georges (<i>Firefighter – 02/01/2021</i>)	Fire Department
12. Isander D. Lara (<i>Firefighter – 02/01/2021</i>)	Fire Department
13. Paula Larreal (<i>Firefighter – 02/01/2021</i>)	Fire Department
14. Alberto Leon (<i>Firefighter – 02/01/2021</i>)	Fire Department

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15. Jason Lopez (<i>Firefighter – 02/01/2021</i>)	Fire Department
16. Derek T. Marrero (<i>Firefighter – 02/01/2021</i>)	Fire Department
17. Joseph D. Ocasio (<i>Firefighter – 02/01/2021</i>)	Fire Department
18. Kevin D. Reiner (<i>Firefighter – 02/01/2021</i>)	Fire Department
19. Dimitri Rodriguez (<i>Firefighter – 02/01/2021</i>)	Fire Department
20. Alan Saumell (<i>Firefighter – 02/01/2021</i>)	Fire Department
21. Jonathan M. Sheppard-Poulin (<i>Firefighter – 02/01/2021</i>)	Fire Department
22. Eddie Valdez (<i>Firefighter – 02/01/2021</i>)	Fire Department

SO NOTED.

5. Report of **Resignations** for February 2021.

1. Juan Lorenzo	Code Compliance Division
2. Andrea Cabanas	Fire Department
3. Daniel M. Diaz	Fire Department
4. Jason Lopez	Fire Department
5. Hector Santa Maria	Parks and Recreation Department
6. Ryan Wilcox	Police Department
7. William Hernandez	Public Works Department

SO NOTED.

6. Report of **Maternal/Paternal Leave** for February 2021.

1. Israel Corredera	Police Department
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SO NOTED.

7. Request to approve the eligibility list for **Supervisor of Water and Sewers**.

APPROVED 5-0. Motion by Mr. Angus. Second by Mr. Ulloa. Motion carried unanimously.

8. Request to conduct an in-house, non-competitive civil service examination for **Executive Assistant to the Director of Construction and Maintenance** (*Christina Rodriguez*).

- a. In-house, non-competitive
- b. 100% Oral
- c. Must obtain a minimum score of 70% for placement on the eligibility list.

Copy of the job description and resume are attached.

Range 34: \$1,755 - \$3,483 Bi-weekly.

APPROVED 5-0. Motion by Mr. Vargas. Second by Ms. Diaz. Motion carried unanimously.

9. Request to hear **Unfinished Business**.

10. Request to hear **New Business**.

11. Request to hear **Comments and Questions**.

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Meeting Adjourned – 6:10 p.m.

NEXT PERSONNEL BOARD MEETING: MONDAY, APRIL 5, 2021 – 6:00 PM

If any person decides to appeal any decision made by the Personnel Board with respect to any matter considered at this meeting, he/she will need a record of the proceedings and, for such purpose, June & July need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. In accordance with the Americans and Disabilities Act of 1990, persons needing a special accommodation to participate in this proceeding should contact the Office of the City Clerk no later than two (2) days prior to the proceeding. Telephone (305) 883-5820 for assistance; if hearing impaired, telephone the Florida Relay Service Numbers (800) 955-8771 (TDD) or (800) 955-8700 (VOICE), for assistance.